

Cash//Check # \_\_\_\_\_  
 Receipt # \_\_\_\_\_  
 Taken By: \_\_\_\_\_

Permit # \_\_\_\_\_

**CITY OF HIAWATHA  
 COMMUNITY DEVELOPMENT DEPARTMENT  
 DEVELOPMENT & CODE ENFORCEMENT  
 APPLICATION FOR FILLING, GRADING, AND EROSION CONTROL PERMIT)  
 (Adopted 09-18-02, Res. 02-124)**

APPLICANT NAME:	PHONE #:	PROPERTY ADDRESS:
SUBDIVISION NAME:	BLOCK #:	LOT #:
DATE START:	DATE COMPLETE:	
EXCAV. ON SITE (cy):	FILL ON SITE (cy):	
HAUL TO SITE (cy):	HAUL FROM SITE (cy):	

This checklist identifies minimum application elements necessary for the City of Hiawatha to accept the application. Should any of the following minimum items not be provided, the building official will not accept the application. Acceptance of an application indicates a complete application.

Applicant: Insert the Plan Sheet Number, and check each box under the Applicant heading on this checklist to confirm items are included in your submittal. A Permit Technician will check off each box under Staff when the item is confirmed to be included in the submittal package. If you think an item is not applicable to your project, you must contact the appropriate department prior to your appointment to have the items initialed as not required. Contact the Building Official at (319) 393-1515. Two (2) complete sets of drawings of a standard sheet size of 22" x 34" are required.

**The following items shall be submitted for Filling, Grading and Erosion Control Permit Applications:**

<b>Site Plan Sheet #</b>		<b>Staff Initials</b>
	Hauling route	
	General vicinity map of proposed site	
	Property limits and 2' contours of existing ground, existing tree masses and area drainage both on site and passing through the site	
	Limiting dimension elevations or finish contours of proposed finished contours by the grading, and proposed drainage channels and related construction	
	Location of any buildings or structures on the property where the work is to be performed and the location of any buildings or structures on land or adjacent owners which are within 15 feet of the property	

<b>Site Plan Sheet #</b>		<b>Staff Initials</b>
	Topography contours shall be shown at 2-foot intervals, with horizontal contour plan. Existing contours shall be drawn as dashed lines, proposed contours as solid lines	
	Traffic Control measures (if work will be done near Right-of-Way or for hauling traffic entering and leaving the site)	
	A Temporary Erosion and Sedimentation Control Plan and street cleaning schedule	
	A storm water and drainage control plan	
	Location of the proposed disposal site for any excavation to be hauled off site	
	Copy of DNR Phase II Permit	

**Street & signs**

Public streets shall be MAINTAINED FREE of dirt, rock and debris at all times. WARNING SIGNS, in compliance with all applicable rules and regulations SHALL BE ERECTED prior to and during all work allowed by this permit. Failure to keep streets clean or have adequate signing will cause work to be suspended and a STOP WORK ORDER issued. The stop work order will not be released until streets have been cleaned to the satisfaction of the Building Official. Daily site inspections will be made.

**Inspections**

I hereby authorize City representative(s) to inspect my property at any time necessary during this permit application process for purposes of verifying site conditions.

<b>Fee Schedule</b>		
Site Grading Permit fee	\$150.00 (plus Erosion Control Permit)	
Major Erosion Control Permit fee	\$200.00	
Minor Erosion Control Permit	\$100.00	
Administrative fee added to all permits	\$5.00	\$5.00
	<b>Total permit fee:</b>	

\_\_\_\_\_  
Owner or Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Building Official Signature

\_\_\_\_\_  
Date